

AGENDA OF THE REGULAR MEETING OFF THE CUMBERLAND FIRE DISTRICT

TUESDAY, JULY 14, 2015 AT 7:00 P.M.

CUMBERLAND TOWN HALL, 45 BROAD STREET, CUMBERLAND, RI

The meeting was called to order at 7:05 p.m.

MEMBERS PRESENT: Chairman Lemois, Commissioners Koutsogiane, Matta, Ouellette, Champagne, Scullin and Solicitor Kelley Morris.

ABSENT: Commissioner Parent on a personal engagement

GENERAL ANNOUNCEMENTS: There was a swearing in of four firefighters receiving promotions.

Lt. Craig Emerson to Captain
FF Christopher Smith to Lieutenant
FF Daniel Bradley to Lieutenant
Probationary FF Stephen Instansi

CONSENT AGENDA

COMMISSIONER CHAMPAGNE MOVED TO APPROVE THE MINUTES OF 6/2/15. SECOND BY COMMISSIONER MATTÀ. PASSED 6-0.

COMMISSIONER KOUTSOGIANE MOVED TO APPROVE THE MINUTES OF 6/23/15. SECOND BY COMMISSIONER OUELLETTE. PASSED 6-0.

OLD BUSINESS

- A. Update on Citizens' Fire Academy.** Commissioner Champagne met with the Chief on two occasions. They discussed the topics to be included in the academy. The first academy should roll out in the fall. Citizens will learn rescue operations and will also certify students in CPR. This will give the residents a better idea of what is involved. They anticipate 15 participants for the first session.

NEW BUSINESS

- A. Finance Update:** Mr. Bruce gave an overview of the new accounting system. The system is functioning in a reliable fashion. All entries are manual and have supervised approval. The check writing is also operable and the chart of accounts represent the same level as adopted budget.

As of today, 3.7 million in taxes have been collected. A small portion of this is in escrow accounts.

R-2015-43 Auditing Proposals and recommendations. Mr. Bruce received two proposals and is recommending Parmelee, Poirier & Associates, LLP. His concern with other firm was additional billing. This firm provided in writing that there would be no additional billing and went over costs.

COMMISSIONER CHAMPAGNE MOVED TO APPROVE THE RECOMMENDATION OF PARMELEE, POIRIER & ASSOCIATES, LLP AS THE AUDITING FIRM. SECOND BY COMMISSIONER OUELLETTE.

Commissioner Ouellette questioned the difference between the two firms. Mr. Bruce explained that Parmelee, Poirier & Associates has two managers as the other only has one.

Commissioner Koutsogiane question Mr. Bruce's experience with the firm on whether it was business or social. Mr. Bruce answered that he worked with the firm in a business setting.

Commissioner Scullin questioned how each district will be charged. Chairman Lemois explained that upon a suggestion form DOR/OAG there is an accrual for each district's 2014-15 budget being made for these charges.

Commissioner Koutsogiane questioned when the services would be rendered. Finance Director Bruce noted that they will start immediately and that the audit is due by September 30th.

Chairman Lemois commended Mr. Bruce, Beth and Diane for all their hard work in managing this complex process.

MOTION PASSED 6-0.

Commissioner Koutsogiane questioned how many accounts there were in the new accounting system. He will make an appointment with Mr. Bruce to sit down with him in order to get that information.

B. Chairman's Communications.

1. 3 Platoon System Review. Chairman Lemois advised that invites went out and that the meeting went well. He feels we will learn a lot from the review.
2. H-6341. Chairman Lemois received memo which consisted of 29 pages of timeline and back-up documentation in which he will post to the website. This bill would have change legislation and force the District to accept quarterly payments.

There was a hearing on this bill in which Chairman Lemois and Solicitor Kelley Morris attended and testified. They present the issues that this would cause the merger. This would cost the district an additional \$10,000 to send out new tax bills. In total would end up costing the district \$150,000 which is not budgeted. Would also cause an increase of 4.5 cents on the tax rate.

They got the quarterly payments moved to 2016. This would have caused a lot of anguish in the town.

- C. R-2015-40 Grace Period for Tax Bills.** The current date interest will be charged to late payments is August 1st, 2015 as passed in R-2015-32 on 6/2/15 with a 7-0 vote.

There has been interest expressed in extending that date. The Finance Director had made the recommendation to hold off on any changes to the 7/28/15 meeting.

There was some discussion to extend penalty by 6 months. Mr. Bruce thinks this would cause a cash flow problem with the district.

There was an update on 7/9/15. Chairman Lemois received an apology from Editor Green and will have it published on internet by the end of the week.

Commissioner Champagne thanked Diane and Beth for acting very professional during this time.

Maureen Parmeger, a resident of the North Cumberland Fire District, got up to speak. She had read article and was shocked that she only had 30 days to pay her bill. She would like to have until September 1st to pay.

Commissioner Koutsogiane asked that the Board consider a deadline of October 1st.

- D. R-2015-41 Interest amount for late tax bills.** The current resolution R-2015-32 passed on 6/2/15 with a 7-0 vote established the interest rate for late payments at 16%.

There has been interest in changing that and Finance Director Mr. Bruce has reviewed the implications of lowering the rate. The Finance Director has recommended to lower the rate to 12%.

Expressing unhappiness with the potential delay of this resolution, Commissioner Scullin hastily left the meeting at 8:28 p.m. on his own behalf.)

Commissioner Koutsogiane pointed out that the interest rate for the Town of Cumberland is 14%.

COMMISSIONER KOUTSOGIANE MOVED TO TABLE THIS RESOLUTION UNTIL THE 7/28/15 MEETING. SECOND BY COMMISSIONER OUELLETTE. PASSED 5-0.

- E. **R-2015-38 Engines 4 & 5 Repairs.** Both Engines 4 and 5 needed repairs to the turbo equipment on the engines. Both engines were repaired by Power Products in Cranston, RI. All work was done correctly and accepted by the Chief.

COMMISSIONER CHAMPAGNE MOVED TO PAY POWER PRODUCTS FOR INVOICE #0981847 FOR \$4,044.31 TO REPAIR ENGINE 4 AND INVOICE #0982557 FOR \$5,808.36 TO REPAIR ENGINE 5, TO BE PAID IN FULL. SECOND BY COMMISSIONER KOUTSOGIANE. PASSED 5-0.

- F. **R-2015-39 Insulation for Station 1.** Two years ago, the roof had to be replace and that time it was discovered that flat roof insulation had been used under the shingles and was water logged.

The roof was repaired but the insulation was not replaced. This repair is to add insulation to the inside of the building on the underside of the roof.

The District has received 2 bids to install interior insulation. The Chief's recommendation is to select Atlas Insulation Co. to install 9" R38 open cell insulation. The cost of labor and materials is \$15,840.00.

COMMISSIONER OUELLETTE MOVED TO APPROVE ATLAS INSULATION CO. TO INSTALL INSULATION AT STATION 1 IN THE AMOUNT OFF \$15,840.00. SECOND BY COMMISSIONER CHAMPAGNE. PASSED 5-0.

- G. **R-2015-42 Mr. Jackvony's Separation Payout.** The Valley Falls Fire District had entered into an agreement with Brian Jackvony with articles that called for unused vacation time to be paid out upon separation.

This was presented to Mr. Brian Jackvony. At that time, it was discussed that sick time payout was only paid upon resignation. Mr. Jackvony then submitted a letter of resignation.

There was discussion and decided that we should pay and not fight it. Legally, he did submit a letter of resignation even if it was a day before his contract ended.

COMMISSIONER CHAMPAGNE MOVED TO PAY MR. JACKVONY IN THE FORM OF PAYROLL VACATION PAYOUT OF \$5,916.40 AND SICK TIME PAYOUT OF \$7,454.60 FOR A TOTAL OF \$13,371.00. SECOND BY COMMISSIONER KOUTSOGIANE. PASSED 5-0.

PUBLIC INPUT

Scott Schmidt got up and spoke regarding the interest on balance owed. He questioned on whether we could work with the elderly. Solicitor Morris looked at State Law and this is regulated and not a lot of discretion. This needs to be equal for all.

Diane Karolyshyn, tax collector at Cumberland Hill, got up to say on record that it was important to her to treat customers kindly and strive for customer service.

COMMISSIONER KOUTSOGIANE MOVED TO ADJOURN REGULAR SESSION AT 8:46 P.M. SECOND BY COMMISSIONER CHAMPAGNE. PASSED 5-0.

Respectfully submitted,

Debbie Auclair
Committee Clerk